**Section 1650.980 Inspection of Records at System Office**

a) Public records not exempt from disclosure under FOIA may be inspected at the System's Springfield Office. Records may be inspected during normal business hours through prior arrangement with the System's General Counsel's Office.

b) Documents the requestor wishes to have copied shall be segregated during the course of the inspection. All copying shall be done by System employees, except that, if work load requires, the System may refer the copying to an outside printer or copy service.

c) An employee of the System may be present throughout the inspection. A requestor may be prohibited from bringing bags, briefcases or other containers into the inspection room.

(Source: Amended at 34 Ill. Reg. 4900, effective March 22, 2010)